# FINANCIAL REPORT WITH SUPPLEMENTARY INFORMATION

Year Ended February 29, 2008

Michigan Department of Treasury 496 (02/06)

Authorizing CPA Signature

Issued under P.A. 2 of 1968,	on amonded and D A	71 of 1010 on amanded
155000 Under P.A. 2 01 1800,	as amenueu anu P.A	. / I OI 1919, as amenued.

			Procedu 2 of 1968, as		<b>PORT</b> d P.A. 71 of 1919	, as amended.				
Loca	al Unit	of Gov	emment Type	e			Local Unit Na			County
	Count		City	□Twp	⊠Village	Other	Village of	<del></del>		Shiawassee
	al Yea hrua		9, 2008		Opinion Date  March 25,	2008		March 26, 20	Submitted to State	
	affirm				100.01.20,					
				countants	s licensed to p	ractice in Mi	ichigan			
			•		•		•	sed in the financial	statements, inc	luding the notes, or in the
					ments and rec				,	
	YES	2	Check ea	ich applic	able box belo	ow. (See ins	structions fo	r further detail.)		
1.	×				nent units/fundes to the finance				the financial sta	tements and/or disclosed in the
2.	X							unit's unreserved fu budget for expendit		restricted net assets
3.	×		The local	unit is in o	compliance wit	th the Unifor	m Chart of	Accounts issued by	the Department	of Treasury.
4.	X		The local	unit has a	dopted a budo	get for all re	quired funds	<b>3</b> .		
5.	×		A public h	nearing on	the budget wa	as held in a	ccordance v	ith State statute.		
6.	×				ot violated the ssued by the L				der the Emerge	ncy Municipal Loan Act, or
7.	×		The local	unit has n	ot been delind	uent in dist	ributing tax	revenues that were	collected for an	other taxing unit.
8.	X		The local	he local unit only holds deposits/investments that comply with statutory requirements.						
9.	X				no illegal or unauthorized expenditures that came to our attention as defined in the <i>Bulletin for</i> its of Government in Michigan, as revised (see Appendix H of Bulletin).					
10.	×		that have	not been	previously con	nmunicated	to the Loca		Division (LAFD	during the course of our audit ). If there is such activity that has
11.	X		The local	unit is free	e of repeated of	comments fr	rom previou	s years.		
12.	X		The audit	opinion is	UNQUALIFIE	D.				
13.	×				omplied with ( g principles (G		GASB 34 a	s modified by MCG/	AA Statement #	7 and other generally
14.	X		The board	d or counc	il approves all	invoices pri	ior to payme	ent as required by ch	narter or statute	
15.	X		To our kn	owledge, l	bank reconcilia	ations that v	vere reviewe	ed were performed t	imely.	
incl des	uded cripti	in th on(s)	nis or any of the auth	other aud hority and	lit report, nor or commission	do they ob n.	tain a stand			the audited entity and is not name(s), address(es), and a
We	have	enc	losed the	following	<u> </u>	Enclosed	Not Require	ed (enter a brief justific	cation)	
Fin	ancia	l Sta	tements			$\boxtimes$				
The	elette	er of (	Comments	and Reco	mmendations	$\boxtimes$				
	er (D		<u> </u>				N/A			
			ccountant (Fin	•	C			Telephone Number 989-894-1040		
	at Addi 2 N.		oln, Suite	100, P.C	D. Box 686			City Bay City	State MI	Zip 48707

Printed Name

Mark J. Campbell

License Number

1101007803

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## CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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#### INDEPENDENT AUDITOR'S REPORT

March 25, 2008

To the Village Council Village of Byron Shiawassee County, Michigan

We have audited the accompanying financial statements of the governmental activities, business type activities and each major fund of Village of Byron, Shiawassee County, Michigan as of and for the year ended February 29, 2008, which collectively comprise the Village's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Village of Byron's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business type activities and each major fund of the Village of Byron, Shiawassee County, Michigan as of February 29, 2008, and the respective changes in financial position and cash flows where applicable, of these activities and funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Village's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Campbell, Kusterus & Co., PC CAMPBELL, KUSTERER & CO., P.C. Certified Public Accountants

## MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ended February 29, 2008

The Management's Discussion and Analysis report of the Village of Byron covers the Village's financial performance during the year ended February 29, 2008.

#### FINANCIAL HIGHLIGHTS

Our financial status remained stable over the last year. Net assets at February 29, 2008, totaled \$553,830.41 for governmental activities and \$1,174,402.91 for business activities. Overall total capital assets remained approximately the same.

Overall revenues were \$497,767.72 (\$276,582.83 from governmental activities and \$221,184.89 from business-type activities). Governmental activities had a \$18,763.25 increase in net assets. Business-type activities had an increase in net assets of \$84,772.28.

#### **OVERVIEW OF FINANCIAL STATEMENTS**

This annual report consists of three parts, management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the Village and the notes to the financial statements.

The first two statements are entity-wide financial statements and provide both long and short-term information about our overall financial status. These statements present governmental and business-type activities.

The remaining statements are fund financial statements, which focus on individual parts of the Village in more detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

#### **ENTITY-WIDE FINANCIAL STATEMENTS**

The entity-wide statements report information about the Village as a whole using accounting methods used by private companies. The statement of net assets includes all of the Village's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity-wide statements report net assets and how they have changed. Net assets are the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time increases/decreases in the entity's net assets are an indicator of whether financial position is improving or deteriorating.

To assess overall health of the entity you may also have to consider additional factors such as tax base changes, facility conditions and personnel changes.

All of the activities of the Village are reported as governmental activities and business-type activities. These include the General Fund, the Major Street Fund, the Local Street Fund, the Cemetery Perpetual Care Fund, the Water Fund and the Sewer Fund.

### CONDENSED FINANCIAL INFORMATION February 29, 2008

	Governmental Activities	Governmental Activities	Business-type Activities	Business-type Activities	Total	Total
	2007	2008	2007	2008	2007	2008
Current Assets Restricted Assets	488 257	510 837	939 918	943 483	1 428 175 44 135	1 454 320
Capital Assets	59 201	<u>57 091</u>	44 135 1 020 073	53 200 992 720	1 079 274	53 200 1 049 811
Total Assets	547 458	567 928	2 004 126	<u>1 989 403</u>	2 551 584	2 557 331
Current Liabilities Non-current Liabilities	562 11 829	761 13 337	65 223 849 272	- 815 000	65 785 861 101	761 828 337
Total Liabilities	12 391	14 098	914 495	815 000	926 886	829 098
Net Assets:						
Invested in Capital						
Assets	5 <del>9</del> 201	57 091	233 840	215 592	293 041	272 683
Restricted	59 746	65 429	44 135	53 200	103 881	118 629
Unrestricted	416 120	431 310	<u>811 656</u>	905 611	1 227 776	<u>1 336 921</u>
Total Net Assets	535 067	553 830	1 089 631	1 174 403	<u>1 624 698</u>	<u>1 728 233</u>
	Governmental Activities	Governmental Activities	Business-type Activities	Business-type Activities	Total	Total
	2007	2008	<u>2</u> 007	<u>2008</u>	2007	2008
Program Revenues:						
Fees and Charges						
for services	47 635	37 106	115 174	116 308	162 809	153 414
Operating Grants and						
Contributions	15 427	•	-	•	15 427	-
General Revenues:						
Property Taxes	97 950	105 623	-	-	97 950	105 623
State Revenue Sharing	112 384	110 823	•	•	112 384	110 823
Charges for services – d		-	45 804	61 648	45 804	61 648
Interest	21 011	22 817	42 426	43 228	63 437	66 045
Miscellaneous	1 821	214	<del></del>		<u> 1 821</u>	214
Total Revenues	<u>296 228</u>	276 583	203 404	221 184	499 632	<u>497 767</u>
Program Expenses: General Government						
and Administration	68 651	78 439	_	_	68 651	78 439
Public Safety	56 950	67 112	_	_	56 950	67 112
Public Works	100 679	100 827	_	-	100 679	100 827
Water and sewer	-	100 027	117 099	136 412	117 099	136 412
Other	9 515	11 442			9 515	11 442
Total Expenses	235 795	257 820	117 099	136 412	352 894	394 232
Increase in Net Assets	60 433	18 763	86 305	84 772	146 738	103 535
Net Assets, March 1	474 634	535_067	1 003 326	<u>1 089 631</u>	1 477 960	1 624 698
Net Assets, February 29	535 067	553 830	1 089 631	<u>1 174 403</u>	1 624 698	<u>1 728 233</u>

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ended February 29, 2008

#### **FUND FINANCIAL STATEMENTS**

The fund financial statements provide more detailed information about the Village's funds, focusing on significant (major) funds not the Village as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Village Council also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The Village has the following types of funds:

Governmental Funds: Some of the Village's activities are included in the governmental fund category. These funds are presented on the modified accrual basis, which is designed to show short-term financial information. You will note that the differences between the Village's entity-wide statements and the fund statements are disclosed in reconciling statements to explain the differences between them. The Village's governmental funds include the General Fund, the Major Street Fund, the Local Street Fund, and the Cemetery Perpetual Care Fund.

Business Type Funds: The Village has a Water Fund and a Sewer Fund which includes the activity of providing water and sewer to Village residents.

#### FINANCIAL ANALYSIS OF THE VILLAGE AS A WHOLE

Our cash position in both the governmental and business-type activities remains strong.

#### FINANCIAL ANALYSIS OF THE VILLAGE'S FUNDS

The General Fund had a decrease in fund balance of \$33,545.38. The Major Street Fund had an increase in fund balance of \$21,867.16. The Local Street Fund had an increase in fund balance of \$28,375.45. The Cemetery Perpetual Care Fund had an increase in fund balance of \$5,683.42.

The Water Fund had an increase in net assets of \$39,058.17 and the Sewer Fund had an increase in net assets of \$45,714.11.

#### CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Village's governmental activities invested \$6,479.00 in capital assets.

The Village's business-type activities invested \$12,908.16 in capital assets.

The Village's governmental activities increased principal on long-term debt by \$1,507.40.

The Village's business-type activities paid principal on long-term debt of \$35,000.00.

#### **KNOWN FACTORS AFFECTING FUTURE OPERATIONS**

The future of state revenue sharing is very clouded and it represents a significant portion of our income.

#### CONTACTING THE VILLAGE'S MANAGEMENT

This financial report is intended to provide our taxpayers, creditors, investors and customers with a general overview of the Village's finances and to demonstrate the Village's accountability for the revenues it receives. If you have any questions concerning this report please contact the Village Clerk or Village Treasurer at 810-266-4386 or 810-266-4610.

# GOVERNMENT-WIDE STATEMENT OF NET ASSETS February 29, 2008

	Governmental Activities	Business-Type Activities	Total
ASSETS: CURRENT ASSETS:			
Cash in bank	27 659 41	-	27 659 41
Investments	483 177 48	923 316 65	1 406 494 13
Accounts receivable		20 166 54	20 166 54
Total Current Assets	510 836 89	943 483 19	<u>1 454 320 08</u>
RESTRICTED ASSESTS:			
Investments	-	46 797 74	46 797 74
Accounts receivable Total Restricted Assets	<del></del>	6 401 63	6 401 63
Total Restricted Assets		53 199 37	53 199 37
NON-CURRENT ASSETS:	007.070.00	4 000 000 50	0.040.500.50
Capital Assets Less: Accumulated Depreciation	207 870 00 (150 779 00)	1 838 699 56 (845 979 21)	2 046 569 56 (996 758 21)
Less. Accumulated Depreciation	(130 77 9 00)	(043 37 3 21)	1990 700 211
Total Non-current Assets	<u>57 091 00</u>	992 720 35	1 049 811 35
TOTAL ASSETS	567 927 89	1 989 402 91	2 557 330 80
LIABILITIES AND NET ASSETS:			
LIABILITIES:			
CURRENT LIABILITIES:			
Accounts payable	<u>760 72</u>		<u>760 72</u>
Total Current Liabilities			760 72
NON-CURRENT LIABILITIES:			
Accrued compensated absences	13 336 76	-	13 336 76
Contract payable		<u>815 000 00</u>	<u>815 000 00</u>
Total Non-current Liabilities	13 336 76	<u>815 000 00</u>	<u>828 336 76</u>
Total Liabilities	<u>14 097 48</u>	<u>815 000 00</u>	829 097 48
NET ASSETS:			
Invested in Capital Assets, Net of Related Debt	57 091 00	215 591 50	272 682 50
Restricted	65 429 04	53 199 37	118 628 41
Unrestricted	431 310 37	905 612 04	1 336 922 41
Total Net Assets	553 830 41	1 174 402 91	1 728 233 32
TOTAL LIABILITIES AND NET ASSETS	567 927 89	1 989 402 91	2 557 330 80

# GOVERNMENT-WIDE STATEMENT OF ACTIVITIES Year ended February 29, 2008

		Program Revenue	Governmental Activities	
	Expenses	Charges for Services	Net (Expense) Revenue and Changes in Net Assets	
FUNCTIONS/PROGRAMS Governmental Activities:				
Legislative	4 820 00	_	(4 820 00)	
General government	73 618 81	27 757 87	(45 860 94)	
Public safety	67 111 63	9 348 31	(57 763 32)	
Public works	100 826 94	-	(100 826 94)	
Other	<u>11 442 20</u>		(11 442 20)	
Total Governmental Activities	257 819 58	37 106 18	(220 713 40)	
Business Type Activities:				
Water and sewer	<u>136 412 61</u>	<u>116 308 35</u>		
Total Business Type Activities	136 412 61	<u>116 308 35</u>	<del>-</del>	
Total Government	<u>394 232 19</u>	<u>153 414 53</u>	(220 713 40)	
General Revenues:				
Property taxes			105 623 45	
State revenue sharing Charges for services – debt			110 822 56	
Interest			22 816 50	
Miscellaneous			214 14	
Total General Revenues			239 476 65	
Change in net assets			18 763 25	
Net assets, beginning of year			535 067 16	
Net Assets, End of Year			553 830 41	

Business Type	
Activities	Total
Net (Expense)	Net (Expense)
Revenue and	Revenue and
Changes in Net	Changes in Net
Assets	Assets
7.00010	7100010
_	(4 820 00)
_	(45 860 94)
<del>-</del>	(57 763 32)
-	(100 826 94)
-	
	(11 442 20)
	(000 742 40)
	(220 713 40)
(00.404.06)	(00.404.00)
(20 104 26)	<u>(20 104 26)</u>
(00.404.00)	(00.404.00)
(20 104 26)	(20 104 26)
(20.104.26)	(240 917 66)
(20 104 26)	(240 817 66)
	105 623 45
-	110 822 56
- 61 648 47	
43 228 07	61 648 47
43 226 07	66 044 57
<del></del> _	214 14
104 976 54	244.252.40
<u>104 876 54</u>	<u>344 353 19</u>
04 770 00	100 505 50
84 772 28	103 535 53
1 000 620 62	4 604 607 70
<u>1 089 630 63</u>	<u>1 624 697 79</u>
4 474 400 04	4 700 000 00
<u>1 174 402 91</u>	<u>1 728 233 32</u>

# BALANCE SHEET – GOVERNMENTAL FUNDS February 29, 2008

<u>Assets</u>	<u>General</u>	Major <u>Stre</u> et	Local Street	Cemetery Perpetual Care
Cash in bank Investments	27 659 41 117 097 59	- 107 457 93	- 193 192 92	65 429 04
Total Assets	144 757 00	107 457 93	<u>193 192 92</u>	65 429 04
<b>Liabilities and Fund Equity</b>				
Liabilities:     Accounts payable Total liabilities	760 72 760 72	<u> </u>	<u> </u>	<u>-</u>
Fund equity: Fund balances: Restricted Unrestricted:	-	-	-	65 429 04
Undesignated Total fund equity	143 996 28 143 996 28	107 457 93 107 457 93	193 192 92 193 192 92	65 429 04
Total Liabilities and Fund Equity	<u>144 757 00</u>	107 457 93	193 192 92	65 429 04

Total
27 659 41 483 177 48 510 836 89
760 72 760 72
65 429 04 444 647 13 510 076 17
510 836 89

## RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS

February 29, 2008

TOTAL FUND BALANCES - GOVERNMENTAL FUNDS
--

510 076 17

Amounts reported for governmental activities in the statement of net assets are different because –

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds balance sheet:

Capital assets at cost Accumulated depreciation 207 870 00

(150 779 00)

Long-term debt liabilities are not due and payable in the current period and therefore are not reported in the governmental funds:

Accrued compensated absences

 $(13\ 336\ 76)$ 

TOTAL NET ASSETS - GOVERNMENTAL ACTIVITIES

553 830 41

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS Year ended February 29, 2008

	General	Major Street	Local Street	Cemetery Perpetual Care
Revenues:				
Property taxes	84 164 06	-	21 459 39	-
Licenses and permits	4 465 96	-	-	-
State revenue sharing	62 121 40	36 793 28	11 907 88	-
Charges for services:				
Cemetery lots	8 400 00	-	-	2 800 00
Grave openings	8 330 00	-	-	-
Tax collection	1 227 87	-	-	-
Other	7 000 00	-	-	-
Fines and forfeits:				
Police fines	4 882 35	-	-	-
Interest	7 243 56	4 473 95	8 215 57	2 883 42
Miscellaneous	214 14	-	-	-
Total revenues	188 049 34	41 <u>267 23</u>	41 582 84	<u>5 683 42</u>
Expenditures:				
Legislative:				
Village Council	4 820 00	-	-	-
General government:				
Elections	1 052 15	-	-	-
Clerk	3 166 56	-	-	-
Treasurer	1 366 99	-	-	-
Village hall and grounds	52 786 47	-	-	-
Cemetery	14 782 64	-	-	-
Public safety:				
Police protection	54 872 73	-	-	-
Zoning	9 779 90	-	-	-
Public works:				
Department of Public Works	30 500 54	-	-	-
Highways and streets	-	19 400 07	13 207 39	-
Street lighting	9 117 38	-	-	-
Sanitation	21 428 16	-	-	-
Other:				
Employee fringe benefits	11 442 20	-	-	-
Capital outlay	<u>6 479 00</u>	<u> </u>		
Total expenditures	221 594 72	<u>19 400 07</u>	13 207 39	
Excess of revenues				
over expenditures	(33 545 38)	21 867 16	28 375 45	5 683 42
Fund balances, March 1	177 541 66	<u>85 590 77</u>	164 817 47	<u>59 745 62</u>
Fund Balances, February 29	143 996 28	107 457 93	<u>193 192 92</u>	65 429 04

Total
105 623 45 4 465 96 110 822 56
11 200 00 8 330 00 1 227 87 7 000 00
4 882 35 22 816 50 214 14
276 582 83
4 820 00
1 052 15 3 166 56 1 366 99 52 786 47 14 782 64
54 872 73 9 779 90
30 500 54 32 607 46 9 117 38 21 428 16
11 442 20 6 479 00
254 202 18
22 380 65
487 695 52
<u>510 076 17</u>

# RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES Year ended February 29, 2008

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	22 380 65
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures; in the Statement of Activities, these costs are allocated over their estimated useful lives as depreciation	
Depreciation Expense Capital Outlay	(8 589 00) 6 479 00
Proceeds from debt principal is a revenue in the governmental funds, the proceeds do not have an effect in the statement of activities but do increase the debt balance in the statement of net assets.	

Proceeds from increase in long-term debt \_\_\_\_\_\_(1 507 40)

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \_\_\_\_\_\_ 18 763 25

#### STATEMENT OF NET ASSETS – BUSINESS-TYPE FUNDS February 29, 2008

	Sewer Fund	Water Fund	Total
ASSETS:			
CURRENT ASSETS: Investments	770 108 34	153 208 31	923 316 65
Accounts receivable	12 022 52	8 144 02	20 166 54
Total Current Assets	782 130 <u>86</u>	<u>161 352 33</u>	943 483 19
RESTRICTED ASSETS:			
Investments	-	46 797 74	46 797 74
Accounts receivable		6 401 63	6 401 63
Total Restricted Assets		53 199 37	53 199 37
NON-CURRENT ASSETS:			
Capital Assets	809 628 15	1 029 071 41	1 838 699 56
Less: Accumulated Depreciation	(594 036 65)	(251 942 56)	(845 979 21)
Total Non-current Assets	<u>215 591 50</u>	<u>777 128 85</u>	<u>992 720 35</u>
TOTAL ASSETS	997 722 36	991 680 55	<u> </u>
LIABILITIES AND NET ASSETS:			
LIABILITIES:			
CURRENT LIABILITIES	-	_	_
NON-CURRENT LIABILITIES:			
Contract payable		<u>815 000 00</u>	<u>815 000 00</u>
Total Liabilities		<u>815 000 00</u>	815 000 00
NET ASSETS:			
Invested in Capital Assets,			
Net of Related Debt	215 591 50	-	215 591 50
Restricted	-	53 199 37	53 199 37
Unrestricted	<u>782 130 86</u>	<u>123 481 18</u>	905 612 04
Total Net Assets	997 722 36	176 680 <u>55</u>	1 174 402 91
TOTAL LIABILITIES AND NET ASSETS	<u>997 722 36</u>	<u>991 680 55</u>	<u>1 989 402 91</u>

# STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS – BUSINESS-TYPE FUNDS Year ended February 29, 2008

	Sewer Fund	Water Fund	Total
OPERATING REVENUES:			
Charges for Services: Service charges	69 830 33	44 798 02	114 628 35
Hydrant tax	-	1 680 00	1 680 00
, in a care care			
Total Operating Revenues	69 830 33	46 478 02	<u>116 308 35</u>
OPERATING EXPENSES:			
Salaries and wages	28 153 09	17 662 68	45 815 77
Administration fees	3 000 00	1 000 00	4 000 00
Operating supplies	1 031 36	4 766 27	5 797 63
Professional services	1 750 00	3 295 76	5 045 76
Insurance	2 500 00	2 000 00	4 500 00
Utilities	2 565 44	7 048 17	9 613 61
Repairs and maintenance	1 064 80	2 070 00	<u>3 134 80</u>
Total Operating Expenses	40 064 69	<u>37 842 88</u>	<u>77 907 57</u>
Operating Income (loss) before depreciation	29 765 64	8 635 14	38 400 78
Less: depreciation	(18 248 00)	(22 012 64)	(40 260 64)
Operating income (loss)	11 517 64	(13 377 50)	(1 859 86)
NON-OPERATING REVENUES (EXPENSES	S):		
Interest income	34 196 47	9 031 60	43 228 07
Charges for services – debt	•	61 648 47	61 648 47
Interest expense		(18 244 40)	(18 244 40)
Total Non-operating Revenues (Expenses)	34 196 47	<u>52 435 67</u>	86 632 14
Change in net assets	45 714 11	39 058 17	84 772 28
Net assets, beginning of year	952 008 25	137 622 38	1 089 630 63
Net Assets, End of Year	997 722 36	176 680 55	1 174 402 91

# <u>STATEMENT OF CASH FLOWS – BUSINESS-TYPE FUNDS</u> Year ended February 29, 2008

	Sewer Fund	Water Fund	Total
CASH FLOWS FROM OPERATING ACTIVITY Cash received from customers	TIES: 69 850 56	43 008 01	112 858 57
Cash payments to suppliers for goods and services	(11 911 60)	(20 180 20)	(32 091 80)
Cash payments to employees for services	(28 153 09)	(17 662 68)	(45 815 77)
Net cash provided (used) by operating activities	<u>29 785 87</u>	<u>5 165 13</u>	34 951 00
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:			
Acquisition of capital assets	-	(12 908 16)	(12 908 16)
Proceeds from contract payable	-	728 00	728 00
Principal paid on long-term debt	-	(35 000 00)	(35 000 00)
Interest expense on long-term debt	-	(18 244 40)	(18 244 40)
Charges for services – debt		<u>61 648 47</u>	61 648 47
Net cash provided (used) by capital and related financing activities		(3 776 09)	(3 776 09)
CASH FLOWS FROM INVESTING ACTIVITY Interest income	IES: 34 196 47	9 031 60	43 228 07
Net cash provided (used) by investing activities	34 196 47	9 031 60	43 228 07
Net increase (decrease) in cash	63 982 34	10 420 64	74 402 98
Cash beginning of year	706 <u>126 00</u>	189 585 41	895 711 41
Cash End of Year	770 108 34	200 006 05	970 114 39
RECONCILIATION OF INCOME (LOSS) FROM NET CASH PROVIDED BY OPERATING	OM OPERATIONS TO S ACTIVITIES:		
Income (loss) from operations Adjustments to reconcile income (loss) from operations to net cash provided (used) by operating activities:	11 517 64	(13 377 50)	(1 859 86)
Depreciation	18 248 00	22.042.64	40 000 64
(Increase) decrease in receivables	16 248 00 20 23	22 012 64	40 260 64
(morease) decrease in receivables	2023	(3 470 01)	(3 449 78)
Net Cash Provided (Used) in Operating Activities	20.705.07	5 405 40	0.1051.00
- ACTIVITIES	<u>29 785 87</u>	<u>5 165 13</u>	<u>34 951 00</u>

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 1 - Summary of Significant Accounting Policies

The accounting policies of the Village of Byron, Shiawassee County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

#### Reporting Entity

The financial statements of the Village contain all the Village funds that are controlled by or dependent on the Village's executive or legislative branches.

The reporting entity is the Village of Byron. The Village is governed by an elected Village Council. As required by generally accepted accounting principles, these financial statements present the Village as the primary government.

#### Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental and business type funds are reported as separate columns in the fund financial statements.

#### Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 1 – <u>Summary of Significant Accounting Policies</u> (continued)

#### **Governmental Funds**

#### General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

#### Special Revenue Funds

These funds are used to account for specific governmental revenues requiring separate accounting because of legal or regulatory provisions or administrative action.

#### Permanent Fund

The Cemetery Perpetual Care Fund is used to account for assets that are legally restricted.

#### **Proprietary Funds**

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Water and Sewer enterprise funds are charges to customers for services. The enterprise funds also recognize as operating revenues the tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for the enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

#### Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

#### Receivables

Receivables have been recognized for all significant amounts due to the Village. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial.

#### **Inventories**

Inventories of supplies are considered to be immaterial and are not recorded.

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 1 - Summary of Significant Accounting Policies (continued)

#### **Property Taxes**

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on July 1 of the following year. These taxes are due on September 15. The Village 2007 tax roll millage rate was 10.2074 mills, and the taxable value was \$10,516,901.00.

#### **Encumbrances**

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

#### Capital Assets

Capital assets are defined by the Village as assets with an initial cost of more than \$2,500.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings, additions and improvements 50 years Furniture and equipment 5-20 years

#### Compensated Absences (Vacation and Sick Leave)

The liability for vacation and sick leave benefits attributable to the Village are recorded as an expenditure and liability in the respective funds. Employees may accumulate an unlimited number of days of vacation leave and are paid for unused sick leave upon termination of employment.

#### Post-employment Benefits

The Village provides no post-employment benefits to past employees.

#### Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 2 - Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

- 1. Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Village Council for consideration.
- 2. The proposed budgets include expenditures as well as the methods of financing them.
- 3. Public hearings are held to obtain taxpayer comments.
- The budgets are adopted at the activity level by a majority vote of the Village Council.
- 5. The budgets are adopted on the modified accrual basis of accounting.
- The originally adopted budgets can be amended during the year only by a majority vote of the Village Council.
- 7. The adopted budgets are used as a management control device during the year for all budgetary funds.
- 8. Budget appropriations lapse at the end of each fiscal year.
- The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Village Council during the fiscal year.

#### Note 3 - Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Village to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Village Council has designated one bank for the deposit of Village funds. The investment policy adopted by the council in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Village's deposits and investments are in accordance with statutory authority.

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 3 - Deposits and Investments (continued)

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:					
are as ionews.			Carr	ving	
				unts	
Total Deposits			30	000 00	
Amounts in the bank balances are w	ithout considerin	g deposits in tra	nsit or uncleared	d checks.	
			Bar	nk	
			Bala	nces	
Insured (FDIC) Uninsured and Uncollateralized			27	7 659 41 	
Total Deposits			27	<u>′ 659 41</u>	
The Village's investments are categorized below to give an indication of the level of risk assumed by the Village. Risk category 1 includes those investments that meet any one of the following criteria: insured, registered, or held by the Village or its agent. Risk categories 2 and 3 include investments that are neither insured nor registered. Category 2 includes investments that are held by the counterparty's trust department (or agent) in the Village's name. Category 3 includes investments held by the counterparty or the counterparty's trust department (or agent) but not in the Village's name. The GASB Statement No. 3 risk disclosures for the Village's investments are categorized as follows:					
Investment Type	(1)	(2)	(3)	Carrying Amount	
Risk-Categorized: Operating Funds				<del></del>	
Total Risk-Categorized Investments				-	
Non-risk-Categorized: Financial Institution Pooled Funds				1 453 291 87	
Total Investments			=	1 453 291 87	

The financial institution pooled funds are not categorized because they are not evidenced by securities that exist in physical or book entry form. Management believes that the investments in the funds comply with the investment authority noted above.

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 4 - Capital Assets

Capital asset activity of the Village's Governmental and Business-Type activities for the current year was as follows:

	Balance 3/1/07	Additions	Deletions	Balance 2/29/08
Governmental Activities: Buildings	24 024 00			24 024 00
Equipment	177 367 00	6 479 00		183 846 00
Total	201 391 00	6 479 00	-	207 870 00
Accumulated Depreciation	(142 190 00)	(8 589 00)		(150 779 00)
Net Governmental Capital Assets	59 201 00	(2.110.00)		57 091 00
Business-Type Activities: Water and Sewer Systems	1 825 791 40	12 908 16	-	1 838 699 56
Accumulated Depreciation	(805 718 57)	(40 260 64)		(845 979 21)
Net Business-Type Capital Assets	1 020 072 83	(27 352 48)		<u>992 720 35</u>

#### Note 5 - Deferred Compensation Plan

The Village does not have a deferred compensation plan.

#### Note 6 - Pension Plan

The Village does not have a pension plan.

#### Note 7 - Changes in Long-Term Debt

A summary of changes in long-term debt follows:

	Balance 3/1/07	Additions	Deductions	Balance 2/29/08
Contract payable – water Accumulated unpaid	849 272 00	728 00	35 000 00	815 000 00
benefits	<u>11 829 36</u>	<u>1 507 40</u>		<u>13 336 76</u>
Total	<u>861 101 36</u>	<u>2 235 40</u>	35 000 00	828 336 76

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 8 - Contract Payable - Water

On September 22, 2005, the County of Shiawassee issued \$850,000.00 of its bonds to fund improvements to the water system of the Village of Byron. The Village has entered into a contract with the County whereby the Village has agreed to make payments to the County in amounts necessary to cover the principal and interest payments on the bonds as they come due. As of February 29, 2008, the principal balance outstanding was \$815,000.00 and that amount is recorded as a liability in the Water Fund. The principal repayment schedule for the bond principal is as follows:

Due Date	Principal Amount
Date	Amount
10-1-2008	35 000 00
10-1-2009	35 000 00
10-1 <b>-</b> 2010	35 000 00
10-1-2011	40 000 00
10-1-2012	40 000 00
10-1-2013	40 000 00
10-1-2014	40 000 00
10-1-2015	40 000 00
10-1-2016	40 000 00
10-1-2017	45 000 00
10-1-2018	45 000 00
10-1-2019	45 000 00
10-1-2020	45 000 00
10-1-2021	45 000 00
10-1-2022	45 000 00
10-1-2023	50 000 00
10-1-2024	50 000 00
10-1-2025	50 000 00
10-1-2026	50 000 00
10-1-2020	
Total	<u>815 000 00</u>

#### Note 9 - Risk Management

The Village is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Village has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

#### Note 10 - Building Permits

For the fiscal year ended February 29, 2008, the Village had building permit revenues of \$395.00.

#### NOTES TO FINANCIAL STATEMENTS February 29, 2008

#### Note 11 – Segment Information for Enterprise Funds

The Village maintains two Enterprise Funds which provide sewer and water services. Segment information for the year ended February 29, 2008, is as follows:

	Sewer Fund	Water Fund	
Operating revenues	69 830 33	46 478 02	
Depreciation expense	18 248 00	22 012 64	
Change in net assets	45 714 11	39 058 17	
Net working capital	782 130 86	161 352 33	
Net assets	997 722 36	176 680 55	

### BUDGETARY COMPARISON SCHEDULE - GENERAL FUND Year ended February 29, 2008

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Revenues:		Dadder		Tondon
Property taxes	80 500 00	85 700 00	84 164 06	(1 535 94)
Licenses and permits	5 800 00	4 200 00	4 465 96	265 96
State revenue sharing	64 870 00	62 130 00	62 121 40	(8 60)
Charges for services:			<b>52 12</b> 1	(0.00)
Cemetery lots	3 800 00	7 000 00	8 400 00	1 400 00
Grave openings	5 000 00	6 150 00	8 330 00	2 180 00
Tax collection	1 100 00	1 200 00	1 227 87	27 87
Other	-	-	7 000 00	7 000 00
Fines and forfeits:			, 000 00	, 000 00
Police fines	5 000 00	4 560 00	4 882 35	322 35
Interest	21 420 00	21 620 00	7 243 56	(14 376 44)
Miscellaneous	31 00	31 00	214 14	183 14
Wild Colland				100 14
Total revenues	<u>187 521 00</u>	<u>192 591 00</u>	<u> 188 049 34</u>	<u>(4 541 66)</u>
Expenditures:				
Legislative:				
Village Council	6 600 00	6 600 00	4 820 00	(1 780 00)
General government:				
Elections	850 00	1 055 00	1 052 15	(2 85)
Clerk	2 907 00	3 197 00	3 166 56	(30 44)
Treasurer	1 285 00	1 380 00	1 366 99	(13 01)
Building and grounds	56 700 00	62 904 00	52 786 47	(10 117 53)
Cemetery .	23 220 00	27 570 00	14 782 64	(12 787 36)
Public safety:				
Police protection	46 700 00	55 200 00	54 872 73	(327 27)
Zoning	17 500 00	9 800 00	9 779 90	(20 10)
Public works:				, ,
Department of Public Works	43 159 00	31 315 00	30 500 54	(814 46)
Street lighting	9 500 00	9 150 00	9 117 38	(32 62)
Sanitation	24 000 00	21 450 00	21 428 16	(21 84)
Other:				` '
Employee fringe benefits	9 500 00	11 500 00	11 442 20	(57 80)
Capital outlay	1 000 00	6 870 00	6 479 00	<u>(391 00)</u>
Total expenditures	242 921 00	247 991 00	221 594 72	(26 396 28)
Excess (deficiency) of revenues				
over expenditures	(55 400 00)	(55 400 00)	(33 545 38)	21 854 62
Fund balance, March 1	55 400 00	55 400 00	177 541 66	122 141 66
Fund Balance, February 29			143 996 28	143 996 28

#### BUDGETARY COMPARISON SCHEDULE – MAJOR STREET FUND Year ended February 29, 2008

				Variance with Final Budget
	Original	Final		Over
	Budget	<u>Budget</u>	Actual	(Under)
Revenues:				
State revenue sharing	40 000 00	37 000 00	36 793 28	(206 72)
Interest	3 300 00	4 500 00	<u>4 473 95</u>	(26 05)
Total revenues	43 300 00	41 500 00	41 267 23	(232 77)
Expenditures: Public works:				
Highways and streets	43 300 00	41 500 00	19 400 07	(22 099 93)
Total expenditures	43 300 00	<u>41 500 00</u>	19 400 07	(22 099 93)
Excess of revenues				
over expenditures	-	-	21 867 16	21 867 16
Fund balance, March 1			<u>85 590 77</u>	<u>85 590 77</u>
Fund Balance, February 29	-		107 457 93	107 457 93

#### BUDGETARY COMPARISON SCHEDULE - LOCAL STREET FUND Year ended February 29, 2008

				Variance with Final Budget
	Original	Final	Antoni	Over
Devenues	Budget	Budget	Actual	(Under)
Revenues:	20 200 00	21 450 00	21 459 39	9 39
Property taxes				7 88
State revenue sharing	13 000 00	11 900 00	11 907 88	
Interest	5 500 00	8 200 00	<u>8 215 57</u>	<u>15 57</u>
Total revenues	38 700 00	41 550 00	41 582 84	32 84
Expenditures: Public works:				
Highways and streets	38 700 00	41 550 00	13 207 39	(28 342 61)
Total expenditures	38 700 00	41 550 00	13 207 39	(28 342 61)
Evenes (deficiency) of revenues				
Excess (deficiency) of revenues over expenditures	-	-	28 375 45	28 375 45
Fund balance, March 1			164 817 47	<u>164 817 47</u>
Fund Balance, February 29		-	193 192 92	<u>193 192 92</u>

#### BUDGETARY COMPARISON SCHEDULE – CEMETERY PERPETUAL CARE FUND Year ended February 29, 2008

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Revenues:				
Cemetery lots	1 500 00	1 500 00	2 800 00	1 300 00
Interest	<u>1 300 00</u>	<u>1 300 00</u>	<u>2 883 42</u>	<u>1 583 42</u>
Total revenues	2 800 00	2 800 00	<u>5 683 42</u>	2 883 42
Expenditures: General government:				
Cemetery	<u>17 220 00</u>	17 220 00		(17 220 00)
Total expenditures	17 220 00	<u>17 220 00</u>		(17 220 00)
Excess (deficiency) of revenues				
over expenditures	(14 420 00)	(14 420 00)	5 683 42	20 103 42
Fund balance, March 1	14 420 00	14 420 00	<u>59 745 62</u>	<u>45 325 62</u>
Fund Balance, February 29	<del>-</del>		65 429 04	65 429 04

#### GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT Year ended February 29, 2008

Village Council:	
Fees and per diem	4 820 00
Elections:	
Wages	507 50
Supplies	544 65
	<u> </u>
Clerk:	
Salary	1 992 60
Office supplies	824 44
Miscellaneous	<u>349 52</u> 3 166 56
Treasurer:	3 100 36
Salary	825 60
Miscellaneous	<u>541 39</u>
Village hall and grounds	1 366 99
Village hall and grounds: Wages	04 004 00
Hospitalization	24 321 22 24 019 04
Utilities	3 846 21
Contracted services	600 00
•	52 786 47
Cemetery: Salaries and wages	10.670.70
Operating supplies	10 679 79 2 643 04
Insurance	500 00
Miscellaneous	959 81
	14 782 64
Police protection:	
Salaries and wages Operating supplies	36 117 66
Professional services	5 151 87 3 629 00
Telephone	862 55
Gas and oil	5 177 47
Insurance	2 936 00
Miscellaneous	<u>998 18</u>
Zoning:	54 872 73
Contracted services	977990
Department of Bullio Mic. 1	
Department of Public Works: Wages	2
Operating supplies	2 237 70
Gas and oil	8 508 37 5 199 41
Telephone	894 43
Insurance	5 107 00
Repairs and maintenance	7 771 05
Printing and publishing	87 58
Miscellaneous	695 00
Street lighting:	30 500 54
Utilities	9 117 38

#### GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT Year ended February 29, 2008

Sanitation: Contracted services	<u>21 428 16</u>
Employee fringe benefits: Unemployment Social security	1 094 18 10 348 02 11 442 20
Capital outlay	6 479 00
Total Expenditures	221 594 72

## CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

MARK J. CAMPBELL, CPA KENNETH P. KUSTERER, CPA 512 N. LINCOLN AVE. - SUITE 100 P.O. BOX 686 BAY CITY, MICHIGAN 48707 TEL (989) 894-1040 FAX (989) 894-5494

## AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS

March 25, 2008

To the Village Council Village of Byron Shiawassee County, Michigan

We have audited the financial statements of the Village of Byron for the year ended February 29, 2008. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

## <u>AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED</u> STATES

We conducted our audit of the financial statements of the Village of Byron in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."

To the Village Council Village of Byron Shiawassee County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

#### SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies are described in Note 1 to the financial statements.

#### **OTHER COMMUNICATIONS**

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were given to the Village Clerk and are available to review.

#### COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY

Our procedures disclosed the following conditions that we would like to bring to your attention:

#### SEGREGATION OF DUTIES

The Village's system of internal control is affected by the size of the staff that it can employ.

The ultimate accounting system would include enough employees to completely segregate all aspects of each transaction. Different departments or individuals would handle: transaction authorization, transaction execution, asset handling, recording of transactions, review of transactions and subsequent control of assets.

The Village cannot enact a complete segregation of all aspects of each transaction due to the nature of local units of government. The "cost to benefit" relationship also would not justify a complete segregation of all duties.

We recommend that the Village Council Members understand these circumstances when performing their oversight responsibilities.

These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Village's financial statements and this communication of these matters does not affect our report on the Village's financial statements, dated February 29, 2008.

#### **SUMMARY**

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

CAMPBELL, KUSTERER & CO., P.C.
Certified Public Accountants